

#13 - Park and Planning Commission Operating Budget

Resolution No:	<u>18-826</u>
Introduced:	<u>May 25, 2017</u>
Adopted:	<u>May 25, 2017</u>

**COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND**

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By: County Council

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**SUBJECT:** Approval of the Montgomery County Portion of the FY 2018 Maryland-National Capital Park and Planning Commission Operating Budget and Approval of the FY 2018 Planning Activities Workprogram

**Background**

1. As required by the Maryland Code, Land Use Article, Section 18-104, the Maryland-National Capital Park and Planning Commission (M-NCPPC) sent to the County Executive the Montgomery County portion of the FY 2018 Operating Budget. The Planning Board also submitted to the Council the Semi-Annual Report, which includes the workprogram for Planning Activities in the Montgomery County Park and Planning Departments.
2. The Executive sent to the County Council the proposed budget with his recommendations.
3. As required by Section 304 of the County Charter, notice of a public hearing was given and a public hearing was held on the Operating Budget and the Executive's recommendations.

**Action**

The County Council for Montgomery County, Maryland approves the following resolution for the Maryland-National Capital Park and Planning Commission:

1. The Council approves the FY 2018 Operating Budget in the amounts shown below.

<b>Part I. Administration Fund</b>					
	<b>M-NCPPC Jan 2017 Request</b>	<b>Council Changes</b>		<b>Distribution of Non- Departmental Labor Costs (Note 1)</b>	<b>Council Approved Expenditures</b>
		<b>Additions</b>	<b>Subtractions</b>		
Commissioners' Office	1,176,198			28,390	1,204,588
<b>Planning Department</b>					
Planning Director's Office	1,115,698			19,986	1,135,684
Management Services	2,303,760			40,753	2,344,513
Functional Planning & Policy	2,987,840			51,655	3,039,495
Area 1	1,219,902			37,556	1,257,458
Area 2	2,142,478			41,267	2,183,745
Area 3	1,742,020			53,506	1,795,526
Dev. Applications & Regulatory Coordination	931,062			41,095	972,157
Information Technology and Innovation	3,477,395			47,401	3,524,796
Research and Special Projects (Note 5)	1,468,927		(50,000)	19,556	1,438,483
Support Services (Note 3)	2,239,863		(22,573)	-	2,217,290
<b>Subtotal Planning</b>	<b>19,628,945</b>	<b>-</b>	<b>(72,573)</b>	<b>352,775</b>	<b>19,909,147</b>
<b>Central Administrative Services</b>					
Department of Human Resources and Management (Notes 3 & 4)	2,225,575		(15,776)	42,222	2,252,021
Department of Finance (Notes 3 & 4)	3,334,279		(23,635)	65,012	3,375,656
Legal Department (Notes 3 & 4)	1,368,467		(9,701)	42,078	1,400,844
Merit System Board	83,121			2,186	85,307
Internal Audit Division (Notes 3 & 4)	256,084		(1,816)	7,069	261,337
Support Services (Note 4)	657,844		(4,663)	-	653,181
<b>Subtotal Central Administrative Services</b>	<b>7,925,370</b>	<b>-</b>	<b>(55,591)</b>	<b>158,567</b>	<b>8,028,346</b>
Nondepartmental (Notes 1 & 2)	2,263,058		(86,666)	(539,732)	1,636,660
<b>Total Administration Fund</b>	<b>30,993,571</b>	<b>-</b>	<b>(214,830)</b>	<b>-</b>	<b>30,778,741</b>

Note 1: The M-NCPPC Proposed Budget for FY18 contained budgeted labor cost targets for items under collective bargaining negotiations. These targets were budgeted in the Non-Departmental Account. With labor negotiations concluded this adjustment distributes the non-departmental budget authority to the applicable divisions. This only applies to the tax supported funds.

Note 2: Reductions in proposed funding for reclassification marker

Note 3: Reductions in CIO/CWIT chargebacks

Note 4: Reductions in CAS Departments

Note 5: Elimination of contractual funding for Missing Middle study

Part II. Park Fund					
	M-NCPPC Jan 2017 Request	Council Changes		Distribution of Non- Departmental Labor Costs (Note 1)	Council Approved Expenditures
		Additions	Subtractions		
		Director of Parks	1,691,035		
Public Affairs & Community Partnerships (Notes 8 & 18)	2,906,278		(84,112)	54,259	2,876,425
Management Services (Note 20)	1,884,536	113,229		33,928	2,031,693
Information Technology & Innovation (Notes 17 & 18)	2,319,436	100,000	(5,000)	23,180	2,437,616
Park Planning and Stewardship (Notes 9 & 14)	5,186,457		(126,387)	112,381	5,172,451
Park Development (Notes 9, 15, 16 & 18)	3,395,134		(92,512)	108,696	3,411,318
Park Police (Note 18)	14,699,032		(1,000)	230,959	14,928,991
Horticulture, Forestry & Environmental Education (Note 18)	9,851,020		(16,600)	185,795	10,020,215
Facilities Management (Note 18)	12,270,870		(24,510)	219,963	12,466,323
Northern Parks (Notes 6, 7, 9, 13 & 18)	10,540,405		(223,956)	174,636	10,491,085
Southern Parks (Notes 6, 7, 9, 18 & 20)	13,966,954		(353,338)	250,488	13,864,104
Support Services (Notes 3, 4, 10, 11, 12, 18 & 19)	12,128,270		(1,625,142)		10,503,128
<b>Subtotal Park Operations</b>	<b>90,839,427</b>	<b>213,229</b>	<b>(2,552,557)</b>	<b>1,435,335</b>	<b>89,935,434</b>
Nondepartmental (Notes 1 & 2)	6,923,012		(321,541)	(1,435,335)	5,166,136
Debt Service	5,511,210		-	-	5,511,210
<b>Total Park Fund</b>	<b>103,273,649</b>	<b>213,229</b>	<b>(2,874,098)</b>	<b>-</b>	<b>100,612,780</b>

Note 1: The M-NCPPC Proposed Budget for FY18 contained budgeted labor cost targets for items under collective bargaining negotiations. These targets were budgeted in the Non-Departmental Account. With labor negotiations concluded this adjustment distributes the non-departmental budget authority to the applicable divisions. This only applies to the tax supported funds.

Note 2: Reductions in proposed funding for reclassification marker

Note 3: Reductions in CIO/CWIT chargebacks

Note 4: Reduction in Finance Department chargeback

Note 6: NNI/Meadows/Reforestation Maintenance not funded

Note 7: Stormwater/Bioretenion Management vehicle not funded

Note 8: Volunteer Coordinator not funded

Note 9: Delay hiring of new positions

Note 10: Debt service on Capital Equipment ISF not funded

Note 11: Risk Management ISF chargeback reduced

Note 12: Prepay non-personnel items with FY17 savings

Note 13: Mini excavator not funded

Note 14: Reduction in capital outlay funding

Note 15: ADA Assistant position charged to CIP

Note 16: Quality Assurance Officer position charged to CIP

Note 17: WiFi in Parks initiative

Note 18: Contractual increases not funded

Note 19: Internship program not funded

Note 20: Position moved from Southern Parks to Management Services mid-year

<b>Part III. Grants</b>					
		<b>Council Changes</b>		<b>Distribution of Non-Departmental Labor Costs (Note 1)</b>	<b>Council Approved Expenditures</b>
	<b>M-NCPPC Jan 2017 Request</b>	<b>Additions</b>	<b>Subtractions</b>		
Admin Fund Future Grants	150,000	-			150,000
Park Fund Future Grants	400,000	-			400,000
<b>Total Expenditures</b>	<b>550,000</b>	<b>-</b>			<b>550,000</b>
<b>Part IV. Self Supporting Funds</b>					
		<b>Council Changes</b>		<b>Distribution of Non-Departmental Labor Costs (Note 1)</b>	<b>Council Approved Expenditures</b>
	<b>M-NCPPC Jan 2017 Request</b>	<b>Additions</b>	<b>Subtractions</b>		
Enterprise Fund	9,297,797	-			9,297,797
Property Management Fund	1,311,100	-			1,311,100
<b>Total Expenditures</b>	<b>10,608,897</b>	<b>-</b>		<b>-</b>	<b>10,608,897</b>
<b>Part V. Advanced Land Acquisition Debt Service Fund</b>					
		<b>Council Changes</b>		<b>Distribution of Non-Departmental Labor Costs (Note 1)</b>	<b>Council Approved Expenditures</b>
	<b>M-NCPPC Jan 2017 Request</b>	<b>Additions</b>	<b>Subtractions</b>		
Debt Service	155,550	-			155,550
<b>Total Expenditures</b>	<b>155,550</b>	<b>-</b>		<b>-</b>	<b>155,550</b>

<b>Part VI. Internal Service Fund</b>					
	<b>M-NCPPC Jan 2017 Request</b>	<b>Council Changes</b>		<b>Distribution of Non- Departmental Labor Costs (Note 1)</b>	<b>Council Approved Expenditures</b>
		<b>Additions</b>	<b>Subtractions</b>		
		Risk Management Fund	3,359,940		
Capital Equipment Fund	8,100,151	-	-		8,100,151
CIO/CWIT Fund (Note 21)	988,919	-	(96,824)		892,095
<b>Total Expenditures</b>	<b>12,449,010</b>	<b>-</b>	<b>(96,824)</b>	<b>-</b>	<b>12,352,186</b>

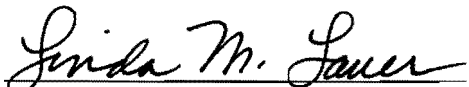
Note 21: Reductions in expenditures: defund one proposed position and one proposed project

<b>Part VII. Special Revenue Fund</b>					
	<b>M-NCPPC Jan 2017 Request</b>	<b>Council Changes</b>		<b>Distribution of Non- Departmental Labor Costs (Note 1)</b>	<b>Council Approved Expenditures</b>
		<b>Additions</b>	<b>Subtractions</b>		
		Park Activities	1,846,425		
Planning Activities	3,788,200	-			3,788,200
<b>Total Expenditures</b>	<b>5,634,625</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,634,625</b>

2. This resolution includes funds to provide (a) merit pay increments, (b) cost of living adjustments, and/or (c) lump sum payments that do not exceed the amount proposed in the Commission's FY 2018 budget.
3. The Council finds that seasonal labor is an essential part of staffing the Department of Parks. The Council supports the funding requested in the FY 2018 M-NCPPC budget for seasonal labor. The Department may also spend other funds on seasonal labor, as appropriate. The Council does not intend that seasonal employees be hired to replace existing full-time employees or to fill jobs that are appropriately filled by full-time employees, but otherwise should be used to the maximum extent possible to implement the Department's workprogram.
4. The Council requests that the Planning Board send to the Council and to the Executive, within 20 days after the end of each quarter, a budget report for that quarter.
5. The Council requests that the Planning Board send to the Council and to the Executive, within 20 days after the end of each quarter, a report of authorized positions (career and contractual) and filled versus vacant positions (career and contractual) on the first day of each month.
6. The Council appropriates \$150,000 for Future Grants in the Administration Fund and \$400,000 for Future Grants in the Park Fund, which provide funds for specific programs designated in a grant, contribution, reimbursement, or other non-county funding source received in FY 2018. If the actual amount received exceeds the limit in either the Administration or Park Fund, the Commission may use the total of \$550,000 as the limit for both funds after notifying the Council in writing of this intent (including information on prospective grants). Whenever M-NCPPC receives funds for a program from a grant source, M-NCPPC may transfer funds from these appropriations to the program. The following conditions are established on the use of this transfer authority:
  - a) The program must not require any present or future County funds.
  - b) Subject to the balance in the account, any amount can be transferred in FY 2018 for any program that meets at least one of the following four conditions: (1) the amount is \$200,000 or less; (2) the program was funded in FY 2017; (3) the program was included in the FY 2018 budget; (4) the program was funded by the Council in a supplemental or special appropriation in FY 2018. Any program that does not meet one of these four conditions must be funded in a supplemental or special appropriation.
  - c) M-NCPPC must notify the Executive and the Council after each transfer within one month after the transfer occurs.
7. The Council approves the revenue transfer of \$890,700 from the County Government General Fund to the Interagency Agreements Special Revenue Fund for maintenance of Montgomery County Public School fields.

8. The Council appropriates \$3,464,941 from the Water Quality Protection Fund, which consists of \$380,300 to the Planning Department and \$3,084,641 to the Department of Parks, for expenses incurred to perform the following activities:
  - Maintenance and Management of Streams, Lakes, Ponds, Non-tidal Wetlands, and Stormwater Management Facilities;
  - Compliance with NPDES Permit for Industrial Sites;
  - Compliance with NPDES Municipal Permit for Small, Separate, Storm Sewer Systems;
  - Special Protection area reviews and enforcement (not covered by fees);
  - Developing and monitoring stream buffers;
  - Forest conservation reviews and enforcement in and abutting stream buffers;
  - Environmental sections on comprehensive master plans related to water quality; and
  - Review of stormwater management concepts.
9. The Council appropriates \$100,000 from the Cable Fund to the Department of Parks for a WiFi in the Parks pilot program.
10. The Council approves the master plan schedule attached to this resolution.

This is a correct copy of Council action.

A handwritten signature in cursive script that reads "Linda M. Lauer".

Linda M. Lauer, Clerk of the Council

		FY18 Adopted Master Plan and Major Projects Schedule																																	
		May 2017																																	
Master Plan & Major Projects	2016		2017					2018					2019					2020																	
	FY17					FY18					FY19					FY20																			
	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M
Westbard Sector Plan																																			
Greater Lyttonsville Sector Plan																																			
Subdivision Staging (Growth Policy)																																			
Bethesda Downtown Sector Plan																																			
Rock Spring Master Plan																																			
White Flint II Sector Plan																																			
Grosvenor-Strathmore Metro Area Minor Master Plan																																			
MARC Rail Communities Plan																																			
Veirs Mill Corridor Master Plan (Wheaton to Rockville)																																			
Bicycle Master Plan																																			
Highways Master Plan/Tech. Corrections and Updates																																			
Gaithersburg East Master Plan																																			
Montgomery Hills and Forest Glen Master Plan																																			
Aspen Hill and Vicinity Plan																																			
Germantown Plan for Town Sector Zone																																			
Assesment and Research for Future General Plan Update																																			
The Missing Middle Design and Economics Study																																			
Integrated Multi-Modal GIS Network																																			
Roadway Functional Classification System																																			
Agri-Tourism Study																																			
Traffic Generation from Mixed Use Development Projects																																			
Recreation Guidelines																																			
Master Plan Reality Check																																			
Colocation of Public Facilities Study																																			
Rental Housing Study																																			
Evolving Retail Trends Study																																			
Placemaking Initiatives																																			
Study of Employment Trends																																			
Corridor Study for MD 355																																			
Silver Spring Streetscape																																			

■	Staff	■	Planning Board Draft	■	Council Review
■	Planning Board	■	CE Review & Council Noticing Period	■	Commission Adoption, SMA
■		■	Hearing	■	Montgomery County Elections